



**CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM**

**DATE:** December 19, 2014  
**TO:** Mayor Chris Riley and City Council Members  
**FROM:** Manuel Longoria Jr., City Manager  
**SUBJECT:** Weekly Update

**Departmental and Personnel Transitions:**

**Library**

Library Director Joyce Trent has decided to retire after 33 years of dedicated service (see attached resignation letter). We are planning an appropriate going-away ceremony to honor her contributions to the City of Leon Valley. About a year ago we implemented a succession plan and hired an Assistant Library Director, Sandra Schultz. As Ms. Trent outlined in her resignation letter, Ms. Schultz is capable of running the library, which she has been doing for several months while Ms. Trent has been out on leave. I am appointing Ms. Schultz as the Acting Library Director effective immediately and over the next several weeks we will begin the process to fill the vacant position.

**Community Development**

As you are all aware Community Development Director Kristie Flores's last day is January 8, 2014. I have decided that the best course of action is to begin the recruitment processes for a Planning Manager for the City's community development operations. In the interim, Assistant City Manager Caldera will be overseeing community development activity with assistance from Economic Development Director Mora.

**Wells Fargo Drive-Thru Robbery:** On Tuesday, December 16th, Leon Valley Police Officers were called to the Wells Fargo drive thru in reference to a robbery. LV Police Officers arrived and contacted the tellers. The tellers advised that two males, dressed in construction working clothing came to the door and rang the bell. Because of remodeling work going on at the bank-- the males were let into the employee area of the bank. Once they gained this access, the two produced weapons and proceeded to take cash monies from the bank. The two then fled the location with a substantial amount of currency.

Working with the Federal Bureau of Investigations and the San Antonio Police Department-- our Detectives were able to identify two possible suspects for this robbery. Yesterday, the suspects were arrested in the San Antonio area of Goldfield and Rittman Road. A search warrant was served at a residence near the location of the arrest and preliminary information revealed that approximately 90% of the money taken in the robbery was recovered. We are still looking at other sources for the remainder of the robbery proceeds. The two males, who are brothers, were arrested on federal bank robbery charges and will be taken before a magistrate today.

**Loose Dogs at the Ridge Subdivision:** Recently the City of Leon Valley Animal Control and Police Department have received calls regarding two (2) loose dogs. These two dogs have shown aggressive behavior. We have reports that the two loose dogs have attacked pets in the area. The dogs are described as a middle sized white with brown dog and a black dog both mix breeds. They have mainly been roaming the area of the Ridge of Leon Valley Subdivision. We are informing the residents in the area to keep their own dogs on a leash when letting their pet cats out. Please pass the word that if anyone sees these dogs--to please call 911 and make sure to keep an eye of the locations where they were last seen.

**Status of Tellez Tamales & Barbacoa:** FYI--Tellez Tamales & Barbacoa did not leave Leon Valley. They decided to close the store for the holiday season due to inability to meet customer demands for tamales. The tamaleras have been working long hours and could only produce so many tamales. There was no way that they could work them longer without losing some to illness or exhaustion. Apparently, there has been a greater demand for tamales this year. For a few days, the Leon Valley store was selling out by 8 a.m. or 8:30 a.m. (they open at 6:30). They will resume their regular store hours after the holidays.

**Upcoming Events:**

- City Offices will be closed from December 24, 2014 through January 2, 2015 in observance of the Winter Holiday Season. All public safety and fire emergency personnel will be working and providing services as usual.
- Regular City Council Meeting, Monday, January 12, 2015 beginning at 5:30 p.m.
- Annual Town Hall Meeting, Saturday, January 24, 2015. 8:30 a.m. to 12 Noon.

**Hike & Bike Trail Questions:** Mayor Riley asked Public Works Director Melinda Moritz to respond to some questions regarding changes to the proposed trail. Following is Melinda's response. Since the trail will be discussed at the January 12 City Council meeting--we want to share the information with the full City Council:

**Q1.** You did not know the number of feet off the current trail which will be affected, but that should be an obtainable number. (Let's say the total number of feet from the left edge of the existing trail that is contemplated to be paved under the amended plan - 15 ft? 20 ft?).

**A.** The distance from the 90% plan configuration of the trail to the 100% plan varies, depending on what section of the trail is being discussed:

1. Section at Community Garden – trail is moved closer to garden and abuts the SAWS recycled water line easement. Distance is approximately 24 feet.
2. Section entering Natural Area – trail is moved towards inside of park area to avoid recycled water line easement and provide acceptable bicycle turning radius. Distance is approximately 25 feet.
3. Section along straight trail in Natural Area – trail is moved towards inside of park to avoid recycled water line. In some areas the distance is approximately 10 feet, with one area abutting easement being 8 feet.
4. Section at bend towards Huebner Creek – trail is moved towards inside of park area to avoid grove of trees and is approximately 73 feet.
5. Section along creek bank – trail abuts sewer easement in one area (10') and then is moved towards inside of park area to avoid grove of trees, being approximately 75 feet.

**Q2.** Will additional vegetation area need to be destroyed to allow for construction equipment?

**A.** We will be instructing the contractor to stage any heavy equipment in the CPS easement along the fence line to the rear of the homes along Red Jacket for the portion of the project at the bridge, the Little League parking lot area for the portion in the Natural Area, the park entrance off Forest Meadow for the portion near the Community Garden, and the Raymond Rimkus large park parking lot and the park for the rest of the trail. The

project boundaries along the trail will be 16 feet wide for construction purposes. Any disturbed areas, including staging areas, will **be re-vegetated** once the construction is complete. The tree protection plan is located in the plans and in the bid documents.

**Q3.** Also, the area that you are going around to save the grove of elms is also full of trees - how many trees are coming down there?

**A.** The tree removal plan indicates that the area going towards the Bandera Bridge, where the trail meanders to avoid trees, shows 3 trees to be removed. Right at the bend when the trail dives underneath Bandera road, there are 5 trees shown to be removed. On the trail itself, brush and trees between 0.5 and 1" will be removed. I have included the tree plan at the bottom of this memo.

**Q4.** What is the cost of that section of the trail across the creek that will be removed when SAWS comes through with their sewer replacement project in the next few years?

**A.** The area that will be affected is at the manhole and proposed bore pit near the bridge on Bandera Road in the creek. The cost is between \$4,000 and \$7,000, but will most likely be paid for by SAWS. The rest of the areas along the trail that cross or abut will be bored by SAWS and no section of trail would be removed/replaced.

**Additional notes:** The 100% plans indicate **minor changes** in the configuration from the 90% set. The net difference in the trail is +0.24%, as the new trail is 10' longer than the one prior to the SAWS changes. I have attached the site plan, which depicts the 90% trail route, the revised route, and the SAWS easements. There are a total of 101 trees along this trail, as defined by our Tree Preservation ordinance. The tree plan is as follows:

**Remove:**

Small (4" to 7") = 2 (1 Mesquite & 1 Cedar Elm)  
Medium (8" to 11") = 8(6 Cedar Elm, 1 Hackberry, & 1 Ash)  
Large (12" to 23") = 1 (1 Hackberry)  
Heritage (over 23") = 0  
Total: = 11

**Replace:**

Small (4" to 7") = 4  
Medium (8" to 11") = 16  
Large (12" to 23") = 3  
Heritage (over 23") = 0  
Total: = 23